

OCS ENROLLMENT PRE-REQUISITE CHECKLIST

NAME (LAST, FIRST, MI) _____ SSN _____ UNIT/STATE _____

_____ EMERGENCY CONTACT INFORMATION SHEET.

_____ OCS APPLICATION.

_____ COMMANDER'S LETTER OF RECOMMENDATION.

_____ SSN CARD (COPY) AND IN I-PERMS.

_____ ETS DATE (MUST BE LATER THAN END OF COURSE) (ERB, PQR, OR EXTENSION CONTRACT DA FORM 4836).

_____ BIRTH CERTIFICATE (COPY) AND IN I-PERMS: DOB: _____, AGE AT COMMISSIONING _____.
(NOT TO EXCEED 41 YEARS AND 364 DAYS).

_____ PROOF OF CITIZENSHIP (IF APPLICABLE).

_____ NAME CHANGE DOCUMENT (IF APPLICABLE).

_____ CHAPTER 2 COMMISSIONING PHYSICAL (DD 2808/2807-1) DATE : _____.
(MUST BE WITHIN 24 MONTHS OF POSSIBLE COMMISSIONING).

_____ (PHA) PERIODIC HEALTH ASSESSMENT IS REQUIRED IF PHYSICAL IS OVER 12 MONTHS OLD.

_____ MEDICAL WAIVER (IF REQUIRED) DATE COUNSELED _____. DATE REQUESTED _____. DATE APPROVED _____.

_____ COLLEGE TRANSCRIPT: (MIN OF 90 SEM HOURS/135 QTR HRS AND A DEGREE COMPLETION PLAN).

OFFICIAL TRANSCRIPT _____. QTR HRS _____. SEM HRS _____. DEGREE _____.

_____ GT SCORE (MIN 110) ANNOTATED ON ERB OR DD Form 1966 / SCORE: _____ (NON-WAIVERABLE).

_____ DD 214 (Certificate of release or discharge active duty)/DD 220 (Active duty report)/NGB 22 (Report of separation and record of service).
REFLECTING ALL NATIONAL GUARD, USAR & ACTIVE DUTY TOURS (MUST REFLECT COMPLETION OF BCT AND AIT).

_____ WAIVER FOR NON-COMPLETION OF AIT (IF REQUIRED)

DATE COUNSELED _____. DATE REQUESTED _____. DATE APPROVED _____.

_____ OCS STATE ENLISTMENT OPTION (09S) (COPY OF DD FORM 1966) (IF APPLICABLE).

_____ SECURITY CLEARANCE – SECURITY VERIFICATION LETTER/E-QIP/JOINT PERSONNEL ADJUDICATION SYSTEM (JPAS).

SECRET SECURITY CLEARANCE _____ INTERIM SECURITY CLEARANCE _____.

_____ MORAL/ CIVIL CONVICTION WAIVERS AS OUTLINED IN NGR 600-100.

DATE APPROVED _____, (MUST BE APPROVED PRIOR TO START OF COURSE).

_____ NGB 62E (MUST BE IN PACKET AND SENT TO OCS ELECTRONICALLY).

_____ DA FORM 705 (WITH PASSING APFT SCORE WITHIN 30 DAYS OF PHASE 0).

_____ DA 5500-R OR DA 5501-R (AS REQUIRED) HT/WT _____/_____, BODY COMPOSITION _____%, MAX ALLOWABLE _____%.

_____ AUTOBIOGRAPHY'S (3 COPIES).

MEETS PREREQUISITES: _____ DOES NOT MEET PREREQUISITES: _____ (SEE REMARKS)

REMARKS: _____

